Message Insert Format text Options

Send From hr.services@irisbusiness.com

To Bcc

Cc

Fw: Welcome to IRIS Business Services Limited Draft saved at 4:31 PM

From: gharde, adarsh <adarsh.gharde@irisbusiness.com>
Sent: Monday, February 20, 2023 5:40 PM
To: IRIS, Communication <hr.services@irisbusiness.com>
Subject: Re: Welcome to IRIS Business Services Limited

Madam

I acknowledge the mail

Thanks & Regards
Adarsh Gharde

From: IRIS, Communication <hr.services@irisbusiness.com>
Sent: Monday, February 20, 2023 12:23 PM
To: gharde, adarsh <adarsh.gharde@irisbusiness.com>
Cc: Jitendra Kumar <jitendra.kumar@irisbusiness.com>; Hemant Karale <hemant.karale@irisbusiness.com>; Team HR <teamhr@irisbusiness.com>
Subject: Welcome to IRIS Business Services Limited

Welcome Adarsh !

iRIS
Building Transparency. Driving Growth.

Welcome Aboard! We are so excited for you to be part of the team!
We are confident that your expertise and dedication can contribute significantly to the company.

Here are a few things you should know about your new workplace!

Your Emp Code: IRIS2101
Your Team: Technology - iDeal
Your Reporting Manager: Jitendra Kumar

KEKA- HRMIS Self Service tool
(Manage your leave/ attendance/ finance.. Etc..)

- You will receive an email invitation from Keka Tool. Using your Business Email account, register at Keka.
- On a daily basis, clock in and out using Keka. (You can use the app also) and use Keka for all other functions.

Important Links:
HR Manual & IT Security Awareness:
https://ibsl.keka.com/#/org/documents
IRIS Org Tree: https://ibsl.keka.com/#/org/employees/tree

For any other queries- you can email us at
hr.services@irisbusiness.com

Feel free to reach our support team at any time!

*This email needs to be acknowledged

Point of Contacts:
Admin : Sujith Acharya
HR : Nisha R, Apeksha S, Chandra M
IT : Ramesh Kone
Finance : Winny Nair

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Thanks & Regards